
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

**The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov**

September 9, 2011

ADMINISTRATIVE SPECIALIST II—(Campbell County—Div. of Probation and Parole)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have one year of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

ADMINISTRATIVE SPECIALIST II—(Graves County—Div. of Probation and Parole)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have one year of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

CORRECTIONAL CAPTAIN I—(Lyon Co.—KY State Penitentiary)—Grade 12—(\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS: High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL LIEUTENANT—(Boyle Co. – Northpoint Training Center)—Grade 11—(\$2354.04 - \$3118.28) MINIMUM REQUIREMENTS: High school graduate. Must have two years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for one year of the required non-supervisory experience. Must be twenty-one years of age.

CORRECTIONAL LIEUTENANT—7 Positions—(Oldham Co. –KY State Reformatory)—Grade 11—(\$2354.04 - \$3118.28) MINIMUM REQUIREMENTS: High school graduate. Must have two years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for one year of the required non-supervisory experience. Must be twenty-one years of age.

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(continued)**

September 9, 2011

CORRECTIONAL SERGEANT—(Lyon Co. —KY State Penitentiary)—Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS: High school graduate. Must have one year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for the year of required experience. Must be twenty-one years of age.

PROBATION & PAROLE DISTRICT SUPERVISOR—(Jefferson County—Probation & Parole)—Grade 15—(\$3230.84 - \$4280.10) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have five years of professional experience in criminal justice, corrections, social work, public administration, or a closely related field. Graduate study in criminal justice, corrections, social work, public administration, or a related field will substitute for the experience on a year-for-year basis up to a maximum of two years.

PROCEDURES DEVELOPMENT COORDINATOR – (Franklin County —Central Office) – Grade 13 (\$2670.20 - \$3554.70) MINIMUM REQUIREMENT: Graduate of a college or university with a bachelor's degree. Must have four years of administrative experience. Graduate study will substitute for the required experience on a year-for-year basis. Additional administrative experience will substitute for the required education on a year-for-year basis.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://www.personnel.ky.gov/employment/>. For questions regarding Applications, Counseling, Testing, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.